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To: Property Owners / Management Agents

From: Minnesota Housing (MHFA)
Multi Family Division
Section 8 Contract Administration PBCA and TCA

Subject: Upcoming changes for 2008

2008 is promising to be an exciting, change filled year and Minnesota Housing wants to help you be prepared. The intention of this memo is to provide a brief summary of the upcoming changes we are currently aware of.

Key Points:

- You will need a WASS User Id (M-ID) to use HUD's Secure Systems including the replacement for TRACSMail "iMAX" and EIV. The ID numbers are assigned through HUD, not MHFA. These ID numbers are assigned to individuals and cannot be shared. To obtain your WASS UserID contact the REAC Helpdesk at 1-888-245-4860 choose option 2 or email at reac_tac@hud.gov.
- "ListServ's" are very useful tools, we strongly suggest that if you do not already have access to one of the ListServ's available, that you sign up as soon as possible. There is NO cost to you to receive these valuable updates via email.

Multifamily Housing RHIIP <http://www.hud.gov/subscribe/maillinglist.cfm>
RBD (Ross Business Development) <http://www.rbdnow.com/index.htm>
Practical Points - e-mail: Solutions@pmcs-icap.com

- MHFA will be presenting Section 8 customer training in June. Notification of the upcoming trainings including the agenda will be published soon.

Important system changes:

EIV - Enterprise Income Verification System

EIV is one of HUD's Secure Systems. EIV allows you to verify income information on residents of your developments for recertification purposes, as well as verify whether or not an applicant or added member of a household is receiving federal housing subsidy at another location.

EIV is currently not required, however, **will become mandatory in the near future.** There is NO COST to use EIV and its tools. MHFA strongly recommends that you begin to use this valuable tool as soon as possible.

To obtain access visit the EIV Website at:

<http://www.hud.gov/offices/hsg/mfh/rhiip/eiv/eivhome.cfm>.

TRACS Release 2.0.2.C scheduled for August 2008

The HUD-50059 and HUD-52670a will be revised. Here is a quick summary of the revisions:

- Race and ethnicity reported for all household members-choices expanded.
- New Special Status Codes for Shared Custody Dependents
- Student Status field added
- Eligibility Waiver Codes added
- Certifications for Market Rate Tenants – MO and UT records (for special claims)
- Termination of Assistance Codes Expanded
- No Citizen Rule modifications - changes to allow proration in situations where a household member's status has not yet been determined.
- Calculation fixes to bring site, CA, and TRACS software into compliance with HUD Handbook 4350.3 REV-1 CHG-2 and to resolve \$1 rounding differences.
- Calculation rules for certifications, adjustments and special claims.
- Voucher adjustments will be modified so that site and CA voucher adjustments will calculate and print using the same method.

To obtain a copy of the DRAFT TRACS Release 2.0.2.C visit:

<http://www.hud.gov/offices/hsg/mfh/trx/trxsum.cfm> listed in "documents".

TRACSMail REPLACEMENT: iMAX - Integrated Multifamily Access Exchange

"iMAX" is the new TRACSMail replacement. You must have internet capability on your computer to use iMAX. A dial-up modem is not required if you are using high-speed internet. If you are not planning to use high-speed internet, a dial up modem is still necessary. Your TRACSMail ID and password will remain the same as it is now.

For security purposes, to use iMAX you will first be required to log into HUD's Secure System with your WASS ID (M-ID), and then log in with your TRACSMail ID. This is required in order to transmit your files and receive your messages. Note - some software may automate part of the log in process.

If you do not currently have a WASS ID (M-ID), MHFA STRONGLY suggests that you apply for an M-ID immediately. You will need this M-ID number for iMAX as well as getting set up to view your TRACS files in HUD's Secure Systems AND accessing EIV.

The TRACS Website is <http://www.hud.gov/offices/hsg/mfh/trx/trxsum.cfm>. This is another valuable tool for you. Valuable updates are posted to this site on a regular basis, therefore, we recommend accessing it frequently to remain up to date. At this website, you can apply for a REMS Secure Access ID and password, link to the EIV Website, get a copy of the MAT Guide, and many other updates, information, guidebooks, to mention a few.

If you have any questions, please contact Rose Marsh at Rose.Marsh@state.mn.us or at 651-296-5602.

Thank you.